



CONTINUING EDUCATION INSTRUCTOR APPLICATION

State of Utah
Department of Commerce
Division of Real Estate

Please complete (type or neatly print) and submit this **form**, the **items listed below**, and **non-refundable fee** (\$50 for Mortgage, \$30 for Real Estate, no charge for Appraisal) to the Division by fax, mail, or in person.

****APPLICATIONS MUST BE SUBMITTED NOT LESS THAN 30 DAYS PRIOR TO THE DATE OF THE FIRST CLASS****

OFFICE USE ONLY

Date Reviewed _____ By _____

() Denied () Approved

Certification _____ Exp. _____

() Check () Visa () MasterCard () American Express

Make checks payable to: Utah Division of Real Estate

Card # _____ Expires _____

Signature _____

Name: _____ Industry: () Appraisal () Mortgage () Real Estate

Address: _____

Phone: _____ SS#: _____

Course Title: _____

Course Sponsor: _____

Provide evidence demonstrating subject matter knowledge and ability to effectively teach:

() Any combination of at least three years of full time experience and/or college-level education related to the course subject.

() State teaching certificate, college courses in the field of education, professional teaching designation from a related industry association, or letters of reference regarding your teaching ability.

YES NO

1. ☐ ☐ Have you EVER held an appraisal, mortgage or real estate registration, license or certification in any jurisdiction other than Utah?
If Yes, provide a license history from each jurisdiction with your application.
2. ☐ ☐ Have you EVER had a license or registration of any kind in appraisal, mortgage, real estate, or any other occupation or profession, denied, restricted, suspended, placed on probation, or revoked?
3. ☐ ☐ Have you EVER resigned, surrendered or allowed a professional registration, license or certificate to expire, while under investigation or while action was pending against you by a government agency?
4. ☐ ☐ Is any investigation or disciplinary action CURRENTLY pending against you by any government agency?
5. ☐ ☐ Are you CURRENTLY charged with or under investigation for a felony or misdemeanor in any jurisdiction?
6. ☐ ☐ Have you EVER been convicted of, or pled guilty or no contest to, or entered a plea in abeyance or diversion agreement to, a felony or misdemeanor in any jurisdiction? **Consult court records to determine the nature of any offenses, including traffic offenses which may be felonies or misdemeanors.**
7. ☐ ☐ Have you EVER been on probation, or ordered to pay a fine or restitution or complete community service, in connection with any criminal offense or licensing action?
8. ☐ ☐ Have you EVER had a civil judgment entered against you based on fraud, misrepresentation, or deceit?

YES answers require a detailed letter of explanation and copies of all court documents including charging and judgment documents; court dockets; and proof of completion of probation and restitution orders and payment of fines and judgments.

I hereby certify that the information provided with this application, including the answers provided above, is true and correct.

Signature _____

Date _____